

QUAKER HILL COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES OF THE JANUARY 23, 2025  
LIVE at the Community Club House/ 1175 Quaker Hill Dr at 7:00PM

POLICE REPORT: Sergeant O'Malley shared the crime statistics for the area with the majority happening in and around the shopping center. Sergeant O'Malley stated that the new police chief, Tarrick McGuire, started last month and has instituted a 100-day observation period before making changes to the department. Sergeant O'Malley can be reached at [matthew.omalley@alexandria.gov](mailto:matthew.omalley@alexandria.gov) or (703) 298-4487.

CALL TO ORDER

The meeting held in person, was called to order by Dominique Mack at 7:06 PM.

BOARD MEMBERS PRESENT:

Dominique Mack  
Laura Evans  
Rose Gillespie  
Ashley McCurry  
Lester Simpson,

INTRODUCTION OF BOARD MEMBERS

INTRODUCTION OF NEIGHBORS

ELECTION OF BOARD MEMBER POSITIONS:

- Because the organization meeting did not take place following the Annual Meeting, this was the first order of business.
- Positions were elected as follows:
  - President – Dominique Mack
  - Vice President – Laura Evans
  - Treasurer – Rose Gillespie
  - Secretary – Ashley McCurry
  - Member At Large – Lester Simpson

OPEN FORUM

- homeowner asked for updates on snow removal, the "Water Issue" (the water affecting the area adjacent to 1227 Quaker Hill Drive), and the Erosion Project.
  - Dominique explained updates on all of those items were slated for later in the agenda.
- homeowner requested clarification about how the vacancies on the board were filled.
  - Dominique explained that there were nominations from the floor and neighbors had agreed to fill the vacant slots.

- One homeowner stated that he was happy to see the Trickle Stream running again. He stated that he believed it was running at a higher rate of speed than it was before it broke and was wondering if that was costing the community more money since it is running 24x7. He inquired about the possibility of putting the device on a timer to help mitigate the costs. He inquired as to the total cost of the project.
  - Rose stated that because the piping is now above ground, the device must run constantly through the winter to prevent freezing.
  - She stated that the final cost was \$34,000 for the pump, and \$68,515 for the vendor who installed it.
- Another homeowner asked if we could look into the timing device in warmer months. Another homeowner expressed concerns about having standing water in summer months.
  - Rose stated that, based on recent utility bills, there did not appear to be much difference in the electric cost since the pump became operational. She stated that quarterly maintenance was suggested to keep it operational.

ARHA: Lester Simpson, At-Large Member and ARHA representative, answered some questions about the redevelopment plans. He stated that there are a couple of plans in Old Town and the West End. He explained that in the past, the organization has chosen to sell off assets, but it was not benefiting the organization. Dominique specifically asked if he could bring an update on the redevelopment on Yale Drive to a future meeting. She also asked if he could provide a brief overview of the ownership structure as it relates to the properties in Quaker Hill. Lester stated he hopes to provide an overview at a future meeting.

COVENANTS: Mark Vaughan, Covenants Committee chair, was not present. Dominique stated that moving forward, our goal is to make inspections fairer and more transparent. A homeowner inquired, at that time, asked if the committee needs volunteers. The Community Manager explained that volunteers were requested in the fall and that the committee is now full.

Rose explained that the Committee has three objectives:

- 1) Aesthetics – at what point should something be cleaned, etc.
- 2) Written guidelines that are posted have not been updated since 2010 – these guidelines need to be updated.
- 3) Active working committee that can manage doing the inspections ourselves.

She reiterated that the board suspended aesthetic violations for the third inspection. The structural violations are not being suspended.

A homeowner asked if the vendor who power washed the sidewalks will be returning to fix the areas that were not done correctly. The Board confirmed they will.

Another homeowner asked if ARHA received notices like the rest of the homeowners. Rose confirmed that they do.

- homeowner inquired if the covenants committee will see the violations before they are sent to the homeowners. Rose indicated that they should be.

## COMMITTEES

ARCHITECTURE: Rose Gillespie, the Chair of the Committee, indicated that she will be asking the ARC members if they intend to remain on the committee this year. She indicated there are not many updates because work is generally not done in the colder months.

LANDSCAPING: Rose Gillespie introduced Caroline Morris, who will serve as Chair of the Committee. Caroline has several ideas that will help with both aesthetics, and cost, and help sustainability in the community. She has looked into grants that would help finance both the planting of sustainable species, and removal of invasive ones. She and Rose will meet with a landscaper in the spring to discuss some of these projects and get quotes. They indicated that homeowners interested in helping can email the Community Manager.

- homeowner asked for an update on the Erosion Project. Board suggested creating a committee for major projects so that community members with technical expertise can volunteer and provide input. This was raised as an idea that we can address later.
- homeowner expressed concerns about the status of the erosion project.

PARKING: Dominique Mack, the chair of the Parking Committee, provided an update on the use of Parking Boss. Many community members are using it correctly, but there are still some repeat offenders.

- homeowner from Quaker Hill Drive expressed concern over double parking that is occurring on Quaker Hill Drive at the top of the hill before turning the corner.
- homeowner asked for clarification on the parking policies as it relates to vendors.

SNOW: The snow committee in each section of the community provides updates on service and recommendations.

## APPROVAL OF MINUTES

The Board reviewed the minutes from the October 24, 2024 meeting.

***Ashley motioned to approve the 10/24/24 meeting minutes; Rose seconded.  
The Board unanimously approved (5-0-0-)***

## FINANCIAL MANGEMENT

Rose informed the Board of the current financial situation of the HOA and provided updates.

- End of year 12/31/24 financials were not available yet from management
- The treasurers report covered the Nov & Dec 2024 financials. The Major expenses were interior lighting, the trickle stream, and erosion project.

## Contract Services and Proposals

- HVAC Preventive Maintenance Proposal for 2025

- 2 Proposals were submitted for the 2025 preventive maintenance on the 2 new clubhouse HVAC systems. J Hood for \$300 and HVAC and Plumbing Unlimited at \$756.

***Rose motioned to approve the proposal from J Hood. Dominique seconded. The Board unanimously approved (5-0-0)***

- Trickle Stream Preventative Maintenance Proposal
  - Fountain Craft Manufacturing Company submitted a proposal for quarterly preventative maintenance for the trickle stream/pump at \$1,600 per year. Board member stressed the importance of this maintenance, given the cost of the project.

***Rose motioned to approve the proposal from Fountain Craft; Laura seconded. The Board unanimously approved (5-0-0)***

- Trickle Stream Waterproofing
  - Fountain Craft Manufacturing Company submitted a proposal to waterproof the trickle spring in the spring 2025 for \$2,750. The need for new water proofing was discovered during installation (there are cracks in the concrete of the basin). This cannot be done until the temperatures remain above freezing.

***Laura motioned to approve the proposal from Fountain Craft; Lester seconded. The Board unanimously approved (5-0-0)***

#### RATIFICATION OF EMAIL VOTES SINCE LAST MEETING

1) On 11/12/24 the Board approved Virginia Waters & Wetlands to clear the vegetation in front of the Trickle Stream for \$1,795

2) On 11/12/24 the Board approved Hydro-Tech Irrigation Co the 2025 Irrigation Maintenance (spring start up and winterization), for \$800

***Ashley motioned to approve and ratify the above two proposals; Rose seconded. The Board unanimously approved (5-0-0)***

#### UNFINISHED BUSINESS:

- Erosion Project: A summary was provided to the homeowners. A stop work order was placed by Washington Gas. Nothing more can happen until Washington Gas comes out to inspect the exposed lines. Washington Gas has been slow to respond. Down to Earth Landscaping is going to provide quotes for additional options. Lester Simpson has offered to reach out to ARHA's contact at Washington Gas and Comcast to help with the issues.
- Water Issue (water affecting the area around 1227 QHD): A summary was provided. Virginia American Water will test for fluoride to see if it's their water. This cannot be completed until it is warmer. Lester's contact is working with management to try and get this issue figured out. Virginia American Water has not been very responsive.

#### NEW BUSINESS:

- 2025 Tow Agreement: The Board reviewed a 2025 towing agreement with A-1 Towing & Recovery. The board needs to include who would be included on the agreement to call

in a vehicle tow. The Board tabled the conversation and will let management know the details following the meeting. The tow company now requires email approval for tows.

- TMP: 2 residents deposited a total of \$400 into the TMP acct resulting in a benefit amount of \$800; The Semi-Annual TMP Report was submitted on 1/8/25.
- Training Manual: Management and a board member are working on a Board training manual for the Boards use.

***PRIVILEGED: Rose moved to convene in Executive Session to consider personnel matters, consult with legal counsel, discuss and consider contracts, pending or probable litigation, and matters involving violations of the rules and regulations; Dominique seconded. The Board entered executive session at 8:49 PM.***

***Dominique moved to move out of executive session at 9:14 PM; Laura seconded. The Board unanimously approved to move out of executive session.***

***Adjournment: Rose moved to adjourn; Lester seconded. The Board unanimously approved to adjourn at 9:15 PM.***

NEXT MEETING: Board Meeting scheduled for February 27, 2025, at 7:00 PM via Zoom.

Respectfully submitted,  
Ashley McCurry, Secretary